

***FORM IV.B.2 SUMMARY OF ACCESS OPERATIONS**

Please provide information regarding two different communities.

a. Name of Community: **Reston, Virginia**

Access Manager: **Dan Nicholson**

Telephone #: **703-758-8099**

b. Type of Local Programming Services Provided (list only those you manage)

X **P** _ **E** _ **G** _ Other (Please Describe) Community Access/ Local Origination

c. Number of Channels by Type Programmed

1 **P** _ **E** _ **G** _ Combined P-G

_ Combined E-G _ Combined P-E-G

_ Other (Please Describe)

d. Number of Staff

1 1/2 Full-Time **0** Part-Time

(Supplemented by freelancers and volunteers)

e. Allocation of Above Listed Staff-Time by Type of Service Provided (i.e., 2.5 for Public Access and .5 for Local Origination)

Staff time is allocated 50% to Community Access and 50% to Local Origination

f. Overview of Funding Sources and Levels for the Two Most Recent Years of

Operations (Please specify)	Reston	Reston
Operating Budget	2002	2003
Cable Company	\$148,789.02	\$135,518.62
Government	\$0	\$0
Contributions	\$0	\$0
Grants	\$0	\$0
Other (Please List)	\$0	\$0
Total Operating Budget	\$148,789.02	\$135,518.62

* The Memorandum on Legal Issues submitted as part of the Proposal sets forth the legal principles governing Comcast's response to this Form.

Total Value of Production Equipment – **Fully Depreciated**

g. Programming Statistics - Two Most Recent Years Each Channel Managed (Specify years)

- (1) Channel Type
(i.e., Public Access, L.O., etc.)

During 2002 the channel was used for Community Access and Local Origination.

Channel No. on System – **channel 28**

- (a) Total number of hours (including replays, excluding character generation)

Approximately 2007 hours. We aired 7 days a week – from 6:30pm – 11pm.

- (b) Number of locally produced 1st run hours – **387 hours**

- (c) Number of imported program 1st run hours – **0**

- (2) Channel Type
(i.e., Public Access, L.O., etc.)

During 2003 the channel was used for Community Access and Local Origination.

Channel No. on System – **channel 28**

- (d) Total number of hours (including replays, excluding character generation)

Approximately 2007 hours. We aired 7 days a week – from 6:30pm – 11pm.

- (e) Number of locally produced 1st run hours – **391 hours**

- (f) Number of imported program 1st run hours – **10**

Please repeat on an attached sheet for each additional local programming channel managed for the reported franchise area.

Not Applicable

- h. Do you have information which compares the number of hours of available equipment time to the number of hours of use by category of equipment?

☐ Yes ☒ No

If yes, please provide information, as follows, for the two most recent years of

operation (Specify)

Studio(s)

Number of studio(s)

Hours available - per studio for access

Hours used - per studio for access

Comments:

Editing

Number of editing systems

Hours available - per system for access purposes

Hours used - per system for access

Comments:

Portable - Single Camera

Number of units

Hours available - per unit for access purposes

Hours used - per unit for access

Comments:

Portable - Multiple Cameras

Number of units

Hours available - per unit for access

Hours used - per unit for access

Comments:

i. Training Services Provided

(1) Do you provide training in video skills?

x Yes _No

Training is provided on a requested basis. We currently have classes, which are scheduled on an as-needed basis with people who want to volunteer. This usually occurs right before a program taping and the individuals are trained on camera operations. There is also a "Club 28" group, which meets every Thursday at 4:00pm, in which we conduct

production training before the taping of a show. This is a group of mainly middle school students we are training to be full-time volunteers.

(2) If answered "yes," please provide the following information.

(a) List Training Classes offered in the two most recent years of operation, the length of each class, the number of sessions, the average number of enrollees per class, and the total number of people trained in 2002 and 2003.

Class	Hours Per Class	# of Classes Offered 2002	Average # Enrollees Per Class	Total # of People Trained 2002
a. Classes were not documented				
b.				
c.				
d.				
e.				
f.				
g.				

Class	Hours Per Class	# of Classes Offered 2003	Average # Enrollees Per Class	Total # of People Trained 2003
a. Classes were not documented				
b.				
c.				
d.				
e.				
f.				
g.				

j. Please provide a copy of your most recent operating policies and procedures.

See accompanying Community Cablecast Guidelines.

k. Access Users

Please estimate the number of organizations, schools, universities and divisions of local government which have used the access programming resources and services in the community reported upon in the two most recent years of operation. (Specify years)

2002 40 2003 42

1. Other Access Services

Please briefly describe other access services you provide, such as out-reach, newsletters, program promotion, etc. and attach a copy of examples of such services (such as a newsletter), as available and appropriate.

The Community Bulletin Board is a character generated informational tool that provides community related information to the Reston community on a rotating basis. Cross channel PSA's are also produced to promote community related events. Both mediums are used to promote the availability of the community access program.

***FORM IV.B.2 SUMMARY OF ACCESS OPERATIONS**

Please provide information regarding two different communities.

Comcast of Virginia, Inc. does not operate public access channels. The Howard County public access operation was selected because it is within the Washington-Baltimore Metro area, is operated by the company, and provides public access.

a. Name of Community: **Howard County, Maryland**

Access Manager: **Jennifer Hill**

Telephone #: **410-461-8098**

b. Type of Local Programming Services Provided (list only those you manage)

XP_ E_ G_ Other (Please Describe)

c. Number of Channels by Type Programmed

1P_ E_ G _ Combined P-G

_Combined E-G _Combined P-E-G

_Other (Please Describe)

d. Number of Staff

1Full-Time _Part-Time

e. Allocation of Above Listed Staff-Time by Type of Service Provided (i.e., 2.5 for Public Access and .5 for Local Origination)

f. Overview of Funding Sources and Levels for the Two Most Recent Years of

Operations (Please specify)	Howard County	Howard County
Operating Budget	2002	2003
Cable Company	\$76,707.00	\$79,174.00
Government	\$0	\$0
Contributions	\$0	\$0
Grants	\$0	\$0
Other (Please List)	\$0	\$0
Total Operating Budget	\$76,707.00	\$79,174.00

* The Memorandum on Legal Issues submitted as part of the proposal sets forth the legal principles governing Comcast's response to this Form.

Total Value of Production Equipment Assets **Fully Amortized**

g. Programming Statistics - Two Most Recent Years Each Channel Managed (Specify years)

- (1) Channel Type
(i.e., Public Access, L.O., etc.)

During 2002 the channel was used for Public Access.

Channel No. on System **73**

(a) Total number of hours (including replays, excluding character generation) **3,120 hours** **Airs 12 hours a day Monday - Friday**

(b) Number of locally produced 1st run hours **7.5 hours**

(c) Number of imported program 1st run hours **7 hours**

- (2) Channel Type
(i.e., Public Access, L.O., etc.)

During 2003 the channel was used for Public Access.

Channel No. on System **73**

(d) Total number of hours (including replays, excluding character generation)
3,120 hours **Airs 12 hours a day Monday – Friday**

(e) Number of locally produced 1st run hours **7.5 hours**

(f) Number of imported program 1st run hours **7 hours**

Please repeat on an attached sheet for each additional local programming channel managed for the reported franchise area.

Not Applicable

- h. Do you have information which compares the number of hours of available equipment time to the number of hours of use by category of equipment?

☐ Yes ☒ No

If yes, please provide information, as follows, for the two most recent years of operation (Specify)

Studio(s)

Number of studio(s)

Hours available - per studio for access

Hours used - per studio for access

Comments:

Editing

Number of editing systems

Hours available - per system for access purposes

Hours used - per system for access

Comments:

Portable - Single Camera

Number of units

Hours available - per unit for access purposes

Hours used - per unit for access

Comments:

Portable - Multiple Cameras

Number of units

Hours available - per unit for access

Hours used - per unit for access

Comments:

i. Training Services Provided

(1) Do you provide training in video skills?

XYes _No

(2) If answered "yes," please provide the following information.

(a) List Training Classes offered in the two most recent years of operation, the length of each class, the number of sessions, the average number of enrollees per class, and the total number of people trained in 2002 and 2003.

Class	Hours Per Class	# of Classes Offered 2002	Average # Enrollees Per Class	Total # of People Trained 2002
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a. Field Training – 4 sessions	4 hours	8	4	6
b. Studio Training – 4 sessions	4 hours	8	5	7
c. Edit Training – 16 sessions	4 hours	On-going	3	
d.				
e.				
f.				
g.				
Class	Hours Per Class	# of Classes Offered 2003	Average # Enrollees Per Class	Total # of People Trained 2003
a. Field Training – 4 sessions	4 hours	8	4	6
b. Studio Training – 4 sessions	4 hours	8	5	7
c. Edit Training – 16 sessions	4 hours	On-going	3	
d.				
e.				
f.				
g.				

j. Please provide a copy of your most recent operating policies and procedures.

See accompanying Comcast Public Access Policies & Procedures

k. Access Users

Please estimate the number of organizations, schools, universities and divisions of local government which have used the access programming resources and services in the community reported upon in the two most recent years of operation. (Specify years)

2002 7 2003 5

l. Other Access Services

Please briefly describe other access services you provide, such as out-reach, newsletters, program promotion, etc. and attach a copy of examples of such services (such as a newsletter), as available and appropriate.

Comcast of Howard County promotes Public Access through advertising and PSA's of its non-grant public access programs three times a year to all Howard County residents who are eighteen years of age or older. Applications are sent to all respondents.

It also operates a Community Bulletin Board twelve hours per day Monday through Friday, and all day Saturday and Sunday, which promotes the programming available on channel 73.